

Live Production Program

Superintendent Briefing Document

School: Stephens County Middle School
District: Stephens County School System
Instructor / Program Designer: Joel M. Martin

Executive Overview

The Live Production Program is a carefully designed instructional initiative that enhances student learning, school culture, and event quality through **safe, supervised, and standards-aligned live event production education**.

This program equips students with real-world technical, collaborative, and leadership skills while directly supporting school performances, assemblies, and community-facing events. It is structured to **complement existing programs**, not replace them, and operates within clearly defined safety and instructional boundaries.

Administrative-level documentation, safety controls, and accountability systems are fully established to ensure consistency, transparency, and long-term sustainability.

Program Structure

The Live Production Program is composed of two courses:

1. Introduction to Live Production (9 Weeks)

- Exploratory, classroom-based course
- Focus on fundamentals, terminology, and safety awareness
- No required after-school commitment
- Designed to help students determine interest and readiness

2. Live Production & Event Technology (Semester)

- Advanced, production-based course
 - Students apply skills during supervised rehearsals and performances
 - Requires after-school participation
 - Emphasizes teamwork, accountability, and professional conduct
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Alignment With District Priorities

This program directly supports district goals by: - Promoting **career awareness and workforce readiness** - Encouraging **student engagement through applied learning** - Supporting **arts, fine arts, and performance-based programs** - Enhancing **school pride and community visibility** - Modeling **safe, responsible use of technology**

The program reflects instructional best practices commonly found in CTAE, Fine Arts, and project-based learning environments.

Safety, Supervision, and Risk Management

Student safety is the foundational priority of the Live Production Program.

Key safeguards include: - Mandatory Student Safety Certification prior to equipment use - Instructor-controlled access to all production equipment - No unsupervised operation or independent rigging - Clear substitute and emergency coverage protocols - Immediate removal from equipment for unsafe behavior

These measures ensure a controlled learning environment consistent with district safety expectations.

Cross-Collaboration Without Course Replacement

The Live Production Program operates as a **supportive, collaborative partner** to existing courses.

- Chorus, Theatre, and Video/Film Technology retain full instructional authority over their content areas
- Live Production students focus on technical execution, staging support, and coordination
- Collaboration occurs under shared supervision and defined boundaries

This approach strengthens interdisciplinary learning while preserving program integrity.

Student Outcomes & Benefits

Students participating in the program develop: - Leadership and responsibility - Technical literacy across analog and digital systems - Communication and teamwork skills - Professional behavior and safety awareness - Portfolio artifacts supporting future pathways

The program provides students with **authentic learning experiences** rarely available at the middle school level.

Accountability & Evaluation

Program effectiveness is monitored through: - Skills checklists - Safety certification tracking - Portfolio artifacts - Performance-based assessment - Administrative walk-through guides and evaluator checklists

All instructional and operational elements are fully documented.

Superintendent Assurance

The Live Production Program: - Is instructional, not extracurricular - Prioritizes student safety at every level - Operates with transparency and administrative oversight - Enhances district offerings without additional staffing requirements - Is scalable for future expansion if desired

Support Requested

Support from the Superintendent is requested in the form of: - Endorsement of the Live Production Program model - Approval for continued implementation at Stephens County Middle School - Consideration for future expansion or replication within the district

Closing Statement

The Live Production Program represents a forward-thinking, student-centered approach to education that blends safety, collaboration, and real-world skill development. With strong administrative structures already in place, the program is well-positioned for long-term success and positive district impact.

This document is intended to provide a clear, high-level overview for district leadership and to support informed decision-making regarding program endorsement.

Anticipated Superintendent Questions & Responses

The following section is included as a **proactive reference** to address common district-level considerations. These responses are provided for clarity and transparency and do not require formal discussion unless desired.

Q: Does this program increase liability or safety risk for the district?

A: No. The program is built on a safety-first model that includes mandatory student safety certification, instructor-controlled access to equipment, no unsupervised operation, and documented emergency and substitute protocols. These safeguards reduce risk compared to informal or ad hoc student involvement.

Q: Does this program replace or compete with existing courses or staff roles?

A: No. The Live Production Program is intentionally designed to support and collaborate with existing Chorus, Theatre, and Video/Film Technology courses while preserving their instructional authority. No courses are replaced, and no staff roles are diminished.

Q: Does this program require additional staffing or funding?

A: No additional staffing is required for implementation. The program operates within existing instructional structures and focuses on safe, supervised use of current resources. Future expansion, if considered, would be presented separately.

Q: How is student participation monitored and evaluated?

A: Student participation and performance are evaluated using skills checklists, safety certification tracking, portfolio artifacts, and performance-based assessment. These tools provide clear documentation and accountability.

Q: How does this program align with district goals?

A: The program supports district priorities related to student engagement, career awareness, applied learning, arts integration, and community visibility. It reflects best practices commonly found in CTAE, Fine Arts, and project-based learning environments.

Q: Is this program scalable or transferable to other schools?

A: Yes. The program model is fully documented and scalable. Expansion or replication could be considered in the future based on district interest, facility readiness, and staffing capacity.

Q: What oversight exists to ensure consistency and quality?

A: Oversight is maintained through instructor supervision, administrative walk-through tools, evaluator checklists, and documented operational procedures. These structures ensure instructional consistency and quality control.

This anticipatory Q&A section is provided to support efficient review and informed leadership consideration.